

~~CONFIDENTIAL~~

6 JUL 1985

OTE 86-5674

MEMORANDUM FOR: Director of Personnel

VIA: Deputy Director for Administration

25X1 FROM: [REDACTED]
Director of Training and Education

25X1 SUBJECT: Extension of Leave Without Pay
[REDACTED]

25X1 1. It is requested that you approve an extension of Leave
Without Pay for [REDACTED] was originally granted
LWOP for the period 29 May 1985 through 28 November 1985. She is
requesting that her LWOP be extended through 31 December 1986.

25X1 3. She plans to return to the Washington area and employment
with OTE in December 1986. [REDACTED] entered on duty in May 1984.
Her performance as a Clerk in the Training Support Division of the
Office of Training and Education was excellent. OTE is interested
in retaining her services. It is recommended that you approve her
request for Leave Without Pay through 31 December 1986.

~~CONFIDENTIAL~~

Page Denied